

In processing

Fort Leonard Wood's Reception Battalion is where you begin your transformation from civilian to Army soldier. You'll live in vintage Army barracks, eat in an award winning Army dining facility, and start learning the Army way.

Your stay at the Reception Battalion is normally a "brief" four days, but this crucial 96 hours creates the foundation for your future Army career. In Grant Hall (the 43d AG Reception Station), you will process through 18 different stations under the control of seasoned Reception NCOs and Drill Sergeants. During this time, the military records that will follow you throughout your Army career, including medical, financial and personnel records will be established.

It is important that you understand all documents that you sign and issues that you are briefed on during these few days. Read each document carefully and ask your interviewer any questions you might have.

The Reception Battalion processing is a period of adjustment for new soldiers. But as we like to say, "30,000 new soldiers do this every year without a problem - so can you!" Time is often in short supply, and being at the right place at the right time is crucial, so listen to your training cadre. They will treat you with dignity and respect, but remember that it is a two way street! Above all maintain a positive attitude and before you know it you will be fully in-processed into the United States Army.

Your Reception Battalion processing includes:

- Smart Card issue (\$250 males & \$300 females)
- General orientation
- Uniform issue and fitting
- [Personnel records processing](#)
- Identification (ID) card and PIN issue
- Eye and dental check, hearing test
- Immunizations (shots)
- Initial Pay
- Testing
- Security Interviews
- Moment of Truth Briefing
- Post Exchange to purchase missing required items

During your first few minutes at the Reception Battalion, you are given the opportunity to get rid of any UNAUTHORIZED or PROHIBITED items. These items should not be brought with you, but if you make a mistake and bring the item, the amnesty booth is the place to get rid of it without penalty. These items include:

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<p style="text-align: center;"><u>PROHIBITED</u> <u>ITEMS</u></p> <p style="text-align: center;">Do not bring these items</p> <p style="text-align: center;">or</p> <p style="text-align: center;">Put them in the Amnesty Box</p>	<p style="text-align: center;"><u>RETAINED</u> <u>ITEMS</u></p> <p style="text-align: center;">Do not bring these items</p> <p style="text-align: center;">or</p> <p style="text-align: center;">Turn them in for safe keeping:</p>
<ol style="list-style-type: none"> 1. Weapons 2. Drugs and Narcotics 3. Alcoholic Beverages and Empty Containers 4. Counterfeit plates & Counterfeit Money 5. Tobacco Products 6. Food and Candy Items 7. Obscene, Pornographic and Suggestive Items or Materials 8. Knives Longer than 2 and 1/2" 9. Gambling Devices, including Cards and Dice 10. Scented lotions, cologne & perfume 11. Magazines 	<ol style="list-style-type: none"> 1. High Dollar Value or Sentimental Items <p style="text-align: center;">These items should be retained:</p> <ol style="list-style-type: none"> 1. Prescription Drugs 2. Non Prescription Medications that a Physician has directed you to take 3. Hats and Clothes 4. Personal Hygiene Items 5. Electronic items (cell phones, iPOD, MP3, etc.)

Personnel Processing

Required Documents

All important personal documents (check with your Recruiter) including:

- **Childhood and adolescent immunization records if available**
- **Government-issued photo ID card**
- **Required prescription medications (in original pharmacy container) and/or a doctor's prescription**

If you have family members you will need to bring the following documents for verification to complete an application for their identification card, enter them into the Defense Enrollment Eligibility Reporting System (DEERS), start Basic Allowance for Housing (BAH) and Family Separation Allowance (FSA):

Recorded Marriage Certificate

The marriage certificate must be recorded at the County Recorder or Deeds Office to be a legal document. Most marriage certificates have the marriage book number, page number, and the date the certificate was file.

A copy can be requested from the County Clerk's office.

State certified birth certificates for children.

Hospital records are NOT legal documents for children.

State birth certificates from the Department of Health are the legal documents we need to verify for DEERS.

Copies may be requested from the State Department of Health, Bureau of Vital Statistics for a small charge.

Divorce Decrees.

If you or your spouse are and/or have been previously divorced, you will need copies of all divorce decrees.

All divorce decrees must be a legal document from the court and signed by the judge.

Death Certificate.

If your or your spouse was previously married and the former spouse is deceased, then we must see the death certificate.

Court Ordered Paternity.

For enrollment into Defense Enrollment Eligibility Reporting System (DEERS), fathers must submit a legal document signed by the judge that he is the blood-father of said child.

Finance

Not to exceed \$50 in cash, Traveler's Checks, or money orders

Checkbook and/or ATM card with access to direct deposit account for military pay

Packing Information

What to Wear or Bring

AR 612-201

<u>(Required)ITEM</u>	<u>MALE</u>	<u>FEMALE</u>
Casual civilian clothing (complete set)	2	2
Casual shoes (pair)	1	1
White, mid-calf cotton athletic socks (no colored bands or logos)	2	2
Small suitcase or gym bag	1	1
Padlock w/ 2 keys	2	2
Toothbrush w/ case	1	1
Toothpaste	1	1
Dental floss	1	1
Deodorant	1	1
Hairbrush or 6" black comb	1	1
Hair accessories matching natural hair color	NA	OPT
Shampoo	1	1
Nail clipper	1	1
Disposable shaving razors (no electric)	1	OPT
Shaving cream/gel	1	OPT
Towel (brown)	1	1

Washcloths (brown)	2	2
Underwear/cotton briefs (white or neutral, no thongs)	3	8
Bras (white or neutral)	NA	2
Feminine hygiene items	NA	1
Required medicines/prescription drugs (in original pharmacy container or a doctor's written prescription)		
Money (not to exceed \$50)		
<u>Required Items to Purchase at RECBN</u>		
<u>ITEM</u>	<u>MALE</u>	<u>FEMALE</u>
White, mid-calf cotton athletic socks (no colored bands or logos)	6	6
Running shoes	1	1
Thong shower shoes	1	1
Boot cleaning kit	1	1
Laundry detergent	1	1
Sports bra (white or neutral)	NA	6
Eyeglass band (if glasses are worn)	2	2

What to Expect

As a new soldier, you will be very busy for the first few days. 18 stations in 96 hours is fast paced movement. During this period you will have some slow time while you wait for your "battle buddy" to complete his/her station. It is important that you start to study your SMART BOOK and learn the basics of rank structure, General and Special Orders, drill and ceremonies, and other necessary basic Army subjects. These subjects will give you a head start on Basic Training and may impress your future drill sergeant!

You will be afforded a trip to the Post Exchange (PX) where you can purchase any "required" items that you may need. The PX at Grant Hall is well stocked with all the necessary items for basic training including proper running shoes, locks, hygiene items, and phone cards. Don't worry about bringing lots of money to pay for these items. You are issued a Smart Card which is much like a government debit card and you will be allowed to purchase "necessary" items for Basic Training. Be careful not to overspend, because this card must last you into Basic Training as well!

Pay telephones are provided at the Company Billeting Area and you are afforded the opportunity to make calls. You will be given the opportunity to call home within 24 hours of arrival to the 43d Adjutant General Battalion (Reception).